

Town of Ferrisburgh
Selectboard Minutes . DRAFT
December 18, 2018

Members present: Jim Benoit, Rick Ebel, Steve Gutowski, Jessica James.
Michael Red+Muir participated electronically.

Town officials present: Reilly LaBerge, road crew employee

Visitors present: Judy Chaves, Carl Cole, Bessie Sessions.

1. 6:30 p.m. Regular meeting

(a) Call to order. Rick Ebel, chair, called the meeting to order at 6:30 p.m. He asked for a motion to amend the agenda, adding **1. (b) Dedicate 2018 Town Report to John Pierce.** Jessica James made a motion to amend the agenda as described. Jim Benoit seconded. All voted in favor. MOTION PASSED. Board members and Carl Cole commented about John's commitment to the town over the years, including as a selectboard member, auditor, and member of the original planning commission and zoning board.

(b) Dedicate 2018 Town Report to John Pierce. Jessica James made a motion to dedicate the 2018 Town Report to John Pierce. Jim Benoit seconded. All voted in favor. MOTION PASSED. [Note: Due to a procedural error, this motion was made following agenda item 4 (a).]

2. Approve minutes — December 4, 2018, regular meeting and December 11, 2018, budget work session.

Jim Benoit made a motion to approve the minutes of the December 4, 2018, regular meeting, as submitted. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

Jim Benoit made a motion to approve the minutes of the December 11, 2018, budget work session, as submitted. Steve Gutowski seconded. Jim Benoit, Rick Ebel, Steve Gutowski, and Jessica James voted in favor. Red Muir abstained. MOTION PASSED.

3. Selectboard new business

(a) John Bull — highway operations report. Reilly LaBerge, who presented the report, began by reviewing information about the possible replacement of the 2002 Dodge 3500 truck. He presented quotations to the board, which included one from Viking Cives for a 2019 Ford 550 truck and quotations from Iroquois for various add-on options. After discussion, Jim Benoit thanked Reilly for coming to the meeting prepared to discuss this information. Rick said since the board is working on the budget he would have a conversation with John Bull, road foreman, before coming to a purchase decision.

Reilly shared an update from John Bull, road foreman, regarding the condition of the right-of-way on Arnold Bay Road. He reported that Vorstevelds have not done what they said they would do to properly drain their field. Riley said the Vorstevelds dug a trench that runs into the ditch, which should have stone lining it. He said John is going to talk to the Vorstevelds about correcting this and other sections along the right-of-way where the tiling enters the ditch. He will get back to the board.

Rick spoke about having a conversation regarding the merits of the highway work schedule changing during certain parts of the year to an 8-hour day five days a week versus the current year round

schedule of 10-hour days four days a week. This would add some flexibility that would benefit the use of the crew's time. Rick said there are towns that use the four-day schedule in the summer months and then switch to a 5-day 8-hour schedule. Rick commented the board has a responsibility to make sure it is utilizing the resources as effectively as possible and communicate with the road crew about it.

(b) Listers correction — Arthur Cohn parcel ID #05/01/86. The reduction in value of the home was based on a fire on December 7, 2018, that destroyed the dwelling. Red Muir made a motion to accept the listers correction of parcel ID #05/01/86, located on Route 7, to a reduction of the original value from \$262,700 to \$129,300. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

(c) Listers correction — Estate of Joel Kilbourn parcel ID #08/01/07. Carl Cole described the property as having a small mobile home with virtually no value on a lot of 5,000 square feet. After discussion, Jim Benoit made a motion to accept the listers correction of parcel ID #08/01/07, located on Fort Cassin Road, to a reduction of the original value from \$44,200 to \$32,500. Steve Gutowski seconded. Rick Ebel, Jim Benoit, and Steve Gutowski voted against. Red Muir voted in favor. Jessica James abstained. MOTION FAILED. Discussion ensued when Carl asked Jim and Steve why they voted no, saying the assessment is consistent with other small lots on the creek. Steve said the location has value; someone could tear down the mobile home and build something nice.

4. Selectboard old business

(a) Arnold Bay Road tree cutting and right-of-way update (probable executive session).

7:19 p.m. . Jessica James made a motion to find that premature general disclosure of attorney-client communication regarding the Vorsteveld tree cutting on Arnold By Road would put the town at a substantial disadvantage. Jim Benoit seconded. All voted in favor. MOTION PASSED.

7:20 p.m. . Jim Benoit made a motion to go into executive session to discuss attorney-client privileged communication of the Vorsteveld tree cutting on Arnold By Road under provision of Title 1, Section 313 (a) 1 of the Vermont State statutes. Jessica James seconded. All voted in favor. MOTION PASSED.

Rick Ebel announced the board would recess for a brief discussion, return, come out of executive session, and continue the regular board meeting. Everyone except members of the board adjourned to an inner office.

8:05 p.m. . Steve Gutowski made a motion to come out of executive session. Jim Benoit seconded. All voted in favor. MOTION PASSED.

8:06 p.m. . Jim Benoit made a motion to reconvene the regular selectboard meeting. Jessica James seconded. All voted in favor. MOTION PASSED.

Rick Ebel announced no action was taken by the board.

(b) US Route 7/Old Hollow Road/Stage Road intersection update. Judy Chaves said the kickoff meeting for the intersection scoping study was held on December 14 at the town offices. The meeting was run mostly by Dave Saladino from VHB, the company hired to do the study. He said the current survey work being done by VTrans at the intersection is a topographic survey and base map. Judy reviewed a timeline of events and actions, beginning with a public hearing at the town offices on January 15, 2019, at 6:00 p.m., as part of the regular selectboard meeting. VTrans and VHB will briefly present survey data for the intersection (crash data and traffic counts) and hear public concerns and ideas. Then VHB will look at its alternates assessment, all of the possible options: no build, traffic signal, roundabout, and other ideas from the public with respect to safety, cost, and impact on the area. At a public hearing on April 16, 2019, VTrans will present this information in matrix form and make a

recommendation. VTrans will make its choice in April 2019. The board thanked Judy for her work on this project. [Note: This agenda item was discussed prior to **4 (a) Arnold Bay Road tree cutting and right-of-way update (probable executive session).**]

5. Selectboard general business

(a) Personnel Policy revisions — employee leave 2nd reading. Rick Ebel read the revised Vacation Scheduling/Notice Of Leave Policy, which included a new sentence, which states, "Department Head shall notify Selectboard of Town employee leave by written notice in a timely manner." After discussion, Steve Gutowski made a motion to adopt the Vacation Scheduling/Notice Of Leave Policy as written, to take effect on January 1, 2019. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Rick Ebel said changes are still being made to the jury duty compensation policy.

(b) Employee pay periods — weekly to bi-weekly. Discussion ensued regarding moving from a week to bi-weekly pay period. Jessica James stated the annual savings projected by Deb Healey, town treasurer, is \$1,224.00. This is based on less administrative hours and printing less checks. The change would also mean a selectboard member would not need to come into the office every Monday morning to sign payroll. Rick Ebel said he would be meeting the next morning at 6:30 with the road crew to discuss this matter.

(c) Highway work schedule. This agenda item was discussed during the highway operations report. See **3. (a) John Bull — highway operations report.**

(d) Town clerk office work schedule. Rick Ebel said this agenda item would be tabled until the next regular selectboard meeting on January 8, 2019, at 6:30 p.m.

(e) Continued budget work. Rick Ebel said the selectboard has been working with Deb Healey, town treasurer, on the 2019. 2020 budget. The next budget work session will be held on January 15, 2019, at 6:00 p.m. as a new business agenda item at the regular selectboard meeting.

6. Public comment

There was no public comment.

7. Other business

Regarding quotes for an outdoor air reset and a smart pump, Red Muir said Doug Kendall of Mountain Air Systems would need to come to the office to get access to the computerized system here. Discussion ensued regarding providing remote access to the mechanical systems. Following discussion, Rick Ebel spoke about looking into the possible liability involved and seeking information from Top Floor, the company that handles the technology system. Rick asked Red to check with Doug to see how other companies handle remote access.

8. Correspondence

(a) Vermont Division of Historic Preservation — Rokeby roadside historic marker gone for repair 12–16 weeks. By letter, the town was notified that the Rokeby historic site marker will be removed, returned to the foundry for rehabilitation, and reinstalled once the work is completed.

(b) Addison County Assistant Judges — final budget meeting January 10, 2019, 9:00 a.m. The town was notified by mail that the Addison County Assistant Judges are inviting the public to discuss the final county budget for 2019. 2020 (July 1, 2019. June 30, 2020). The meeting will be held on January 10, 2019, at 9:00 a.m. at the Judge Mahady Courthouse in Middlebury.

9. Selectboard to approve or sign

(a) Selectboard warrant. After review, Jessica James made a motion to approve the selectboard warrant, which details town expenditures, for a total of \$51,641.41. Jim Benoit seconded. All voted in favor. MOTION PASSED.

10. Adjourn

Steve Gutowski made a motion to adjourn the meeting at 9:07 p.m. Red Muir seconded. All voted in favor. MOTION PASSED.

Respectfully submitted,

Jean Silveira